

**HAMILTON BRANCH FIRE PROTECTION DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

**April 13, 2021 Meeting Minutes**

---

**1) Fire Board President, Brett Hurff, called the meeting to order at 1:00 PM**

**2) Fire Board Members Present:** President Brett Hurff, Secretary John Seipert & Director Kathrine Newton. Vice President Norm Sollid & Director Ron Damsen were absent.

Staff present: Fire Chief Andrew Courtright. Administrative Assistant Holly Coons.

**3) Pledge of Allegiance**

President Hurff led the pledge of allegiance

**4) Approval of the Meeting Minutes for March 9, 2022:**

President Hurff asked the Fire Board if they had any questions or corrections to the March 9, 2022 Meeting Minutes. There being none, President Hurff called for a motion to approve the meeting minutes.

Upon a motion by Secretary Seipert, seconded by Director Newton, the minutes were approved unanimously.

**5) Approval of the Agenda:**

President Hurff asked if the Fire Board had any changes to the Agenda for *April 13, 2022*.

There being none, President Hurff called for motion to approve the agenda.

Upon a motion by Secretary Seipert, seconded by Director Newton, the agenda was approved as posted.

**6) Public Comment:**

None.

**7) Old Business:**

None.

**8) New Business:**

**A. Monthly Expenditures for March – Fiscal Year 2021/2022:**

President Hurff asked if there were any questions regarding the March expenditures.

There being none, President Hurff Called for a motion to approve March expenditures.

Upon a motion by Secretary Seipert, seconded by Director Newton and with a unanimous vote the expenditures were approved.

**B. Staffing Issues:**

Chief explained that staffing continues to be an issue.

Chief reported that another Firefighter Paramedic resigned to take another job in his home town.

Chief reported staffing remains critical for both Fire Districts and we are all trying to find more employees.

Chief reported he hired a per-diem Firefighter EMT today and he is going through the process. Chief said he is doing the best he can to keep employees.

### **C. Contract between Hamilton Branch Fire & Peninsula Fire:**

Chief informed the Fire Board the contract is ending June 30, 2022. (Fiscal Year 2021-2022).

Chief said we need to review all the options again. He will have a better understanding next month. Secretary Seipert stated that he worked on the last contract and volunteered to work on the next for year 2022-2023.

## **9) Reports:**

### **A. Fire Chief's Report:**

Chief reported a total of 6 emergency calls in March. 3 Medical Aids and 3 Fire calls. The average response time was 9 minutes.

Chief Courtright reported Department of Transportation (DOT) inspections were conducted this week for Engines 7321, 7322 and 7331. They all passed.

Chief reported on the Emergency Broadcast System. He informed the Fire Board they have received nearly \$17,000.00 in donations. Chief said he has been working with Lake Almanor Country Club Mutual Water Company on the proposed location.

Chief Courtright informed the Fire Board he will be submitting a grant for new handheld radios and pagers. The current ones in use are old and repairs are becoming more difficult.

Chief said he will figure out any other items needed and will submit them as well.

Chief Courtright informed the Fire Board that Insurance Service Office (ISO) will be here next month to conduct a re-inspection of both districts. Because we are already rated it will just cover any major changes since the last inspection in 2013.

Chief reported he received notice from Plumas Fire Safe Council regarding the Hazardous Fuels reduction grant. We were denied and although he did not agree with some of the reasons they gave, he will talk with Fire Safe Council and try again.

Chief informed the Board he recently spoke with an engineer with Frontier Communication. He said Frontier is in the process of running fiber for internet into our area. He did not have a hard time line but did say they are close to Chester and that there is a possibility of being done by the end of the year for the whole basin.

Chief said he received an email from California Special Districts Association (CSDA) regarding BALLOT INITIATIVE #21-0042A1. His initial read seems detrimental to our district. They have requested a board resolution in opposition to this initiative. Chief said he would reach out and find more information and if it would be prudent he will include this on the next agenda for discussion and action.

Chief reported he attended a meeting presented by Plumas County District Attorney David Hollister. As of Monday morning about 9:00 AM the DA's of five counties settled a civil proceeding with Pacific Gas & Electric. This settlement marks out a fast tract way for people who lost their homes to recoup money to assist in rebuilding. The settlement also has a provision for payments to local organizations. The Plumas County Fire Departments will share one million. We should receive approximately \$50,000.00 over two payments (\$15,000.00 + \$35,000.00).

Chief said he would like to publicly thank the Plumas County District Attorney for his work making this happen. Chief said he wishes we could have had minimum input and would have like to see money for fuel reduction in our area as well as a full reimbursement for the added money we had to spend.

Chief Courtright informed the Fire Board that he will be on vacation until May 2<sup>nd</sup>. He will be moving out of the place he has been staying, take care of personal issues and decompress with his wife. Chief said that Battalion Chief Steve Hart will be available to respond if needed.

Chief reported Burn Permits are required Monday April 18<sup>th</sup>. He explained on line permits are highly recommended because the paper copy will eventually be discontinued.  
(<https://burnpermit.fire.ca.gov>)

### **B. Fire Board of Director's Reports / Comments:**

Secretary Seipert asked Chief Courtright about Chester Fire issues. Chief said their liability insurance dropped them but now they are back in service. Seipert stated he wanted to make sure our fire district is safe. Chief assured him the district is doing fine. We pay our liability insurance once a year and have no major claims.

President Hurff talked about the Fire Station being more energy efficient. There was a discussion regarding closing off the doorway between the fire hall and the living quarters. Chief said he would look into the possibility.

### **10) Correspondence:**

None.

### **11) Future Agenda Items:**

- A. Contract between Hamilton Branch Fire & Peninsula Fire
- B. Monthly Expenditure for *April* – Fiscal Year 2021-2022

### **12) Next Scheduled Regular Fire Board Meeting:**

*Wednesday, May 11, 2022, 1:00 PM*, in Hamilton Branch Fire Hall, 3791 Big Springs Road, Lake Almanor Ca. 96137.

### **13) Meeting Adjourned**

There being no further business, President Hurff thanked everyone for attending the meeting and adjourned the Fire Board meeting at 1:57 PM.

Respectfully submitted by *Holly C. Coons*, Secretary.

The meeting minutes for *April 13, 2022* were approved on *May 11, 2022*

X 

**Brett Hurff**

**Fire Board President**

HBFF

Chief Courtright updated the fire board on the Emergency Broadcast System. He said the license has been requested. Chief answered questions from the fire board and will keep them informed.

Chief updated the fire board regarding the Self Contained Breathing Apparatus (SCBA) System.

Chief has decided to back out. The older system at Chester Fire was actually moved outside and has been exposed to the elements and he does not what to find out how much rodents or sun / weather damage has occurred within the system.

Chief Courtright informed the fire board that Lassen County Fire Safe Council invites you to join them in their free home ignition zone education seminar. This one day seminar is presented by the National Fire Protection Association (NFPA) on Sunday, June 5, 2022 here at the fire station from 9:00am to 4:30pm.

**B. Fire Board of Director's Reports / Comments:**

None.

**10) Correspondence:**

None.

**11) Future Agenda Items:**

- A. Contract between Hamilton Branch Fire & Peninsula Fire
- B. Monthly Expenditure for *May* – Fiscal Year 2021-2022
- C. Insurance Service Office – Results
- D. Resolution for Initiative 21-0042A1

**12) Next Scheduled Regular Fire Board Meeting:**

*Wednesday, May 11, 2022, 1:00 PM*, in Hamilton Branch Fire Hall, 3791 Big Springs Road, Lake Almanor Ca. 96137.

**13) Meeting Adjourned**

There being no further business, President Hurff thanked everyone for attending the meeting and adjourned the Fire Board meeting at 1:29 PM.

Respectfully submitted by *Holly C. Coons*, Secretary.

The meeting minutes for *April 13, 2022* were approved on *May 11, 2022*

X 

**Brett Hurff**

**Fire Board President**